

Article - Public Safety

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§14–116.

(a) In this section, “principal department” means a principal department of the Executive Branch of State Government established in § 8–201 of the State Government Article.

(b) (1) Each principal department shall:

(i) develop a continuity of operations plan to maintain department operations if an emergency or other crisis disrupts normal operations;

(ii) annually update the continuity of operations plan; and

(iii) submit the continuity of operations plan and updates to the Department.

(2) Each continuity of operations plan shall include information regarding:

(i) the delineation of essential functions;

(ii) the delegation of authority;

(iii) the safekeeping of and access to essential records, including electronic records;

(iv) continuity locations;

(v) continuity communications;

(vi) human resources planning;

(vii) devolution of essential functions;

(viii) reconstitution; and

(ix) program validation through testing, training, and exercises.

(3) The Department shall develop guidelines and serve as the coordinating agency to assist each principal department to write and maintain a continuity of operations plan.

(4) The Department may resolve conflicts between principal department continuity of operations plans.

(c) (1) To ensure the State can continue to provide essential government functions during and after an emergency, the Department shall work with each principal department to develop and maintain a continuity of government plan.

(2) The continuity of government plan shall include the continuity of operations for essential government functions as identified by the principal departments.

(3) The Department shall:

(i) present the continuity of government plan to the Governor and, in accordance with § 2-1257 of the State Government Article, the General Assembly by the end of the first calendar year of each gubernatorial term; and

(ii) review for revision the continuity of government plan at least once every 4 years.

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